

**645—101.13(272C) Renewal of a funeral establishment license or cremation establishment license or both establishment licenses.**

**101.13(1)** The renewal cycle shall be triennial beginning July 1 and ending on June 30 of the third year. The renewal shall be:

- a.* Submitted on a form provided by the board; and
- b.* Accompanied by the renewal fee.

**101.13(2)** A renewal of license application shall be mailed at least 60 days prior to the expiration of the license. Failure to receive the notice shall not relieve the license holder of the obligation to pay triennial renewal fees on or before the renewal date.

**101.13(3)** Funeral and cremation establishments shall keep their renewal licenses displayed in a conspicuous public place at the primary site of practice.

**101.13(4)** Late renewal. If the renewal fee and renewal application are received within 30 days after the license renewal expiration date, the late fee for failure to renew before expiration shall be charged.

**101.13(5)** When all requirements for license renewal are met, the licensee shall be sent a license renewal card by regular mail.